NOTIFICATION PROCEDURES DURING EVENTS OF NATIONAL INTEREST, WELFARE OR EMERGENCY

CONTENTS PAGE

1. GENERAL 1

2. DISTRIBUTION OF REPORTS 1

1. GENERAL

1.01 This appendix provides guides for the distribution of policy statements from AT&T during a national emergency or events involving the national interest or welfare.

1.02 This appendix is reissued to:

(a) Make minor revisions in calling procedures and phone lists.

(b) Update Portland telephone numbers with a 233 prefix that were formerly from 4000 to 4399 and are reassigned as 3000 to 3399.

2. DISTRIBUTION OF REPORTS

2.01 Immediately upon receipt of reports of national concern, the area reports center will:

A. During Regular Business Hours

(1) Telephone the report to the titles listed in Exhibit 1 using the following format:

"This is a FLASH from the area reports center. The American Company in New York has just declared (or terminated) condition (Blue, Yellow or Red) in connection with (the event). Please arrange for appropriate action under Section 010-122-010."

Note: Log the names of all recipients and the time the message was passed to them.

(2) Immediately transmit the same message via the official teletypewriter network to the titles listed in Exhibit 2.

Note: Precut tapes should be prepared in advance to expedite transmittal.

B. Outside Regular Business Hours

(1) *Washington Area Reports Center (WARC)* – Telephone the report specified in A(1) to the names in Exhibit 1.

(2) *Oregon Area Reports Center (OARC)* – Notify by telephone:

Portland Toll Test Room	226-5141
Capital Switchroom	223-1126
Atlantic Switchroom	281-1121
Belmont Switchroom	232-1121
Bend Toll Testroom	382-5031
Klamath Falls Toll Testroom	884-3768
Medford Toll Testroom	779-1144
Eugene Toll Testroom	343-8534
Salem Toll Testroom	585-2144

(3) *Both Area Reports Centers*

(a) On condition Yellow or Red, telephone at home one person in each group (including General Administration) listed in Exhibit 3. Use the same message as in A(1).

Note: Notification is not necessary on condition Blue.

(b) Transmit the same message via teletypewriter as directed in A(2).

2.02 *Advance notification of condition Blue* is often received by the area reports center. This notification must be transmitted by the center via the official teletypewriter network to the titles listed in Exhibit 2. The teletypewriter message must be sent both when received and on the morning of the last regular working day prior to each expected condition Blue.

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NOTIFICATION LIST

In each case the person called must notify his immediate supervisor.

OREGON AREA

The Oregon Area Reports Center will telephone:

*General Plant Supervisor	226-5551
Central Office Supervisor, Eugene	343-8415
Central Office Supervisor, Klamath Falls	882-3409
Central Office Supervisor, Medford	779-1134
Dist. Plant Mgr. Spec. Svc. & Toll, Portland	227-3239
District Plant Manager, Portland Westside	226-5361 226-8976
District Plant Manager, Portland Northeast	233-3387 233-3368
District Plant Manager, Portland Southeast	233-3321 233-3233
General Administration Report Center (GARC)	(206)345-4520

WASHINGTON-IDAHO AREA

The Washington Area Reports Center will telephone:

General Administration Report Center (GARC)	345-4520
Central Office Supervisor, Seattle	345-6918
Central Office Supervisor, Spokane	(509)455-2804
Central Office Supervisor, Tacoma	FU 3-0560
Central Office Supervisor, Auburn	TE 3-0079

*Chairman of Area Interdepartmental Emergency Committee

EXHIBIT 1

SEATTLE DIVISION

Central Office Supervisor Seattle will telephone:

Plant Staff Supervisor	345-5566
Central Office Manager	345-5044

SOUTHERN DIVISION

Central Office Supervisor Tacoma will telephone:

Plant Staff Supervisor	GR 5-5122
Central Office Manager	FU 3-0264

EASTERN DIVISION

Central Office Supervisor Spokane will telephone:

Plant Staff Supervisor	TE 8-0271
Central Office Manager	TE 8-0529
Central Office Manager	CH 8-3221

NORTHERN DIVISION

Central Office Supervisor Auburn will telephone:

Plant Staff Supervisor	BA 8-5605

Note: Each contacted supervisor is responsible for notifying other supervisors, as appropriate, within his organization.

EXHIBIT 1 (Cont'd.)

NOTIFICATION LIST – (TELETYPEWRITER)
WASHINGTON-IDAHO AREA

TITLE	NETWORK	CALL DIRECTING CODE (CDC)	TELETYPE-WRITER ASSIGNMENT NUMBER
GARC	Seattle	PS	PNB 631
VP & General Manager	Seattle	PS	PNW 612
Defense Activities Director	Seattle	LB	PNB 67
General Traffic Manager	Seattle	EA	PNW 51
General Commercial Manager	Seattle	PS	PNW 21
General Marketing Manager	Seattle	LB	PNW 22
Chief Engineer	Seattle	SJ	PNW 41
General Plant Manager	Seattle	WS	PNW 11
General Plant Operations Supervisor	Seattle	WS	PNW 12
Toll Service Supervisor	Seattle	SQ	PNW 123
Division Plant Manager, Seattle	Seattle	EK	PNW 13
Division Plant Manager, Northern	Seattle	PA	PNW 14
Division Plant Manager, Eastern	Seattle	WB	PNW 713
Division Plant Manager, Southern	Seattle	LA	PNW 129
District Plant Manager, Toll	Seattle	SK	PNW 122
District Plant Manager, Seattle Dist. 1	Seattle	EK	PNW 131
District Plant Manager, Seattle Dist. 2	Seattle	SZ	PNW 135
District Plant Manager, Seattle Dist. 3	Seattle	SD	PNW 136
District Plant Manager, Sound Dist.	Seattle	EE	PNW 142
District Plant Manager, Valley Dist.	Seattle	SB	PNW 134
District Plant Manager, Spokane	Seattle	WJ	PNW 7131
District Plant Manager, Yakima	Seattle	EZ	PNW 7132
District Plant Manager, Capitol	Seattle	LK	PNW 1335
District Plant Manager, Columbia	Seattle	SP	PNW 133
District Plant Manager, Tacoma North	Seattle	PJ	PNW 132
District Plant Manager, Tacoma South	Seattle	206-475-5949	PNW 100
Central Office Manager, Seattle	Seattle	SE	PNW 1210
Central Office Manager, McChord	Seattle	WE	PNW 1214
Central Office Manager, Spokane	Seattle	WA	PNW 7211
Central Office Manager, Yakima	Seattle	EJ	PNW 7212
Plant Manager, Ephrata	Seattle	EQ	PNW 7217
Plant Manager, Pasco	Seattle	EU	PNW 7322
Plant Manager, Walla Walla	Seattle	EX	PNW 7321
Plant Manager, Lewiston	Seattle	ED	PNW 7323
Plant Manager, Moses Lake	Seattle	EB	PNW 7313
Plant Manager, Wenatchee	Seattle	SF	PNW 7214
Plant Manager, Aberdeen	Seattle	PQ	PNW 1333
Plant Manager, Vancouver	Seattle	WK	PNW 1334
Plant Manager, Longview	Seattle	206-423-0060	PNW 1331
Plant Manager, Auburn	Seattle	206-833-0197	PNW 1342
Plant Manager, Renton	Seattle	PZ	PNW 1341
Plant Manager, Bremerton	Seattle	206-377-0684	PNW 1344
District Plant Manager, Northwest	Seattle	SB	PNW 137
Plant Manager, Bellingham	Seattle	206-733-0141	PNW 1343
Plant Manager, Port Angeles	Seattle	206-457-6872	PNW 1345
Central Office Supervisor, Bellingham	Seattle	PK	PNW 1213
Central Office Supervisor, Yakima No. 1 Office	Seattle	SU	PNW 7213
Central Office Supervisor, North Bend	Seattle	WQ	PNW 1217
Central Office Supervisor, Everett	Seattle	PW	PNW 1212

EXHIBIT 2

NOTIFICATION LIST – (TELETYPEWRITER)
OREGON AREA

TITLE	NETWORK	TELETYPE-WRITER ASSIGNMENT NUMBER
GARC	Seattle	PNB 631
VP & General Manager	Portland	PNO 61
General Plant Supervisor	Portland	PNO 16
Defense Accounts Manager	Portland	PNO 621
General Traffic Manager	Portland	PNO 51
General Commercial Manager	Portland	PNO 21
General Marketing Manager	Portland	PNO 22
General Plant Manager	Portland	PNO 11
Chief Engineer	Portland	PNO 41
Plant Operations Supervisor	Portland	PNO 19
Toll Service Supervisor	Portland	PNO 122
Division Plant Manager, Portland	Portland	PNO 13
Division Plant Manager, Outstate	Portland	PNO 12
District Plant Manager, Portland Westside	Portland	PNO 013
District Plant Manager, Portland Northeast	Portland	PNO 131
District Plant Manager, Portland Southeast	Portland	PNO 012
District Plant Manager, Pendleton	Portland	PNO 1211
District Plant Manager, Eugene	Portland	PNO 0119
District Plant Manager, Spl Svc & Toll, Portland	Portland	PNO 1232
District Plant Manager, Salem	Portland	PNO 0126
Central Office Manager, Eugene	Portland	PNO 1229
Plant Manager, Albany	Portland	PNO 1218
Plant Manager, Astoria	Portland	PNO 1223
Plant Manager, Baker	Portland	PNO 1228
Plant Manager, Bend	Portland	PNO 1213
Plant Manager, Corvallis	Portland	PNO 1219
Plant Manager, Grants Pass	Portland	PNO 1227
Plant Manager, Hermiston	Portland	PNO 1216
Plant Manager, Klamath Falls	Portland	PNO 1212
Central Office Supervisor, Medford	Portland	PNO 1242
Central Office Manager, Medford	Portland	PNO 1230
Plant Manager, Newport	Portland	PNO 1222
Plant Manager, Pendleton	Portland	PNO 1214
Plant Manager, Roseburg	Portland	PNO 1225
Plant Manager, The Dalles	Portland	PNO 1215
Plant Manager, Tillamook	Portland	PNO 1220
Central Office Manager, Salem	Portland	PNO 1245
Division Construction Supt, Portland	Portland	PNO 143
Division Construction Supt, Outstate	Portland	PNO 144
General Telephone Company, Beaverton	Portland	PNO 1234 ←
Public Relations Manager	Portland	PNO 6112 ←

EXHIBIT 2 (Cont'd.)

NOTIFICATION LIST – OUTSIDE REGULAR BUSINESS HOURS
(CONDITION YELLOW OR RED)
GENERAL ADMINISTRATION

1. Operations Supervisor (Inside)
2. General Operations Supervisor (Inside)
3. General Operations Supervisor (Outside)
4. General Operations Supervisor (Standards & Practices)
5. Assistant Vice President (Engineering & Plant)

WASHINGTON-IDAHO AREA

GROUP 1 – GENERAL PLANT

1. Operations Supervisor (Toll)
2. Operations Supervisor (Exchange)
3. General Plant Operations Supervisor
4. General Plant Supervisor
5. General Plant Manager

GROUP 2 – SEATTLE DIVISION

1. Division Plant Supervisor
2. Division Plant Manager

GROUP 3 – NORTHERN DIVISION

1. Plant Staff Supervisor (Toll)
2. Division Plant Supervisor
3. Division Plant Manager

GROUP 4 – EASTERN DIVISION

1. Plant Staff Supervisor (Exchange)
2. Plant Staff Supervisor (Toll)
3. Division Plant Manager

GROUP 5 – SOUTHERN DIVISION

1. Plant Staff Supervisor (Toll)
2. Division Plant Supervisor
3. Division Plant Manager

The Area Reports Center will telephone one supervisor in General Administration and one supervisor in each group (1 through 5) always starting with number one.

Each contacted supervisor is responsible for notifying other supervisors, as appropriate, within his organization.

EXHIBIT 3

NOTIFICATION LIST – OUTSIDE REGULAR BUSINESS HOURS
(CONDITION YELLOW OR RED)
OREGON AREA

GROUP I – GENERAL PLANT

1. General Plant Operations Supervisor
2. General Plant Supervisor
3. General Plant Manager

GROUP II – PORTLAND DIVISION

1. Central Office Manager
2. District Plant Manager Spl Svc & Toll
3. Division Plant Supervisor
4. Division Plant Manager

GROUP III – OUTSTATE DIVISION

1. Plant Staff Supervisor
2. Division Plant Supervisor
3. Division Plant Manager

Area Reports Center will telephone one supervisor in each group, starting with number one in the group until one is contacted, The ARC will also notify General Administration personnel.

Each contacted supervisor is responsible for notifying other supervisors, as appropriate within his organization.

EXHIBIT 3 (Cont'd.)